

SWANCREEK TOWNSHIP BOARD OF TRUSTEES

Board of Trustees  
Special meeting  
Monday, December 3, 2008

The special meeting of the Board was called to order at 9:00 am.

Board members present were Chairman Phil Wiland, vice chairman Ron Holdeman, and Trustee James H. Leu

Fiscal Officer Dawn Wheatley, Employees Tim Lambert and Chris Lauch

**120-08** Trustee Leu motioned to go into executive session to evaluate employees Tim Lambert and Chris Lauch 2<sup>nd</sup> by Trustee Holdeman.

Roll call: Holdeman - Yea, Leu - Yea, Wiland – Yea

**121-08** Trustee Leu motion to go out of executive session and return to regular session to discuss changes in the employee handbook 2<sup>nd</sup> by Trustee Holdeman.

Roll call: Holdeman - Yea, Leu – Yea, Wiland – Yea

- The handbook was reviewed and changes suggested. Dawn will put a draft together for approval at the Dec. 15<sup>th</sup> meeting.
- Change Employee Info Sheet to match policy book.

Trustee Holdeman motions to adjourn the meeting 2<sup>nd</sup> by Trustee Leu.

Meeting Adjourned 11:14am

Swan creek Township Board of Trustees

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James H. Leu

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Ronald Holdeman

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Phil Wiland

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Attest: Dawn Wheatley, Fiscal Officer

Entered: December 15, 2008